

Jacob Edwards Library

Minutes of December 18, 2012

The meeting of December 18, 2012 was called to order by Chairwoman Joan Menard at 12:07 PM. Present were trustees Gary Bridgman, Paula Dacoles, Dick Whitney, Chairwoman Joan Menard and Library Director Margaret Morrissey. Tammie Darling was also present to record the minutes. The November 2012 minutes were read, Dick Whitney motioned to accept the minutes. Gary Bridgman seconded. So voted.

Paula Dacoles discussed her Financial Report with the Trustees, which stated income, expenses and balances of the Bank of America accounts. Paula Dacoles motioned to donate up to \$150 for the Festival of Giving Trees, Dick Whitney seconded. So voted.

At this time, Joan Menard began her Chairwoman's Report with a discussion regarding a meeting with the Town Manager on 12/17/12 regarding the financial advisor for the Trust and Endowment accounts. The Town Manager stated that there is an exemption paragraph that would allow us not to get three bids, but thought it best that the Trustees talk to at least three entities. The Town Manager also requested a copy of the Trust documents. Joan Menard stated that there are two bid types – an invitation to bid and a request for proposal. Responses would be submitted and the Trustees would rate the response. Gary Bridgman stated that before the Trustees change the Trust account from Bank of America to another firm, the Trustees would need several reasons for doing so. Joan Menard stated that she will contact Dave Maxwell from Bank of American and discuss with him the steps necessary to remove Bank of America as Trustee of the Trust accounts. Paula Dacoles suggested just finding a vendor for the endowment account for now. Joan Menard disagrees and would like the Trust and endowment accounts serviced by the same vendor. A discussion took place on the legality of the vote taken at the last meeting regarding the Trust account. The Trustees have decided to review the vote from last month's meeting while they gather information on the subject of removing Bank of America as Trustee of the Trust bank accounts.

Joan Menard noted that she signed up for the MBLC email list and posted a comment on the 100 year anniversary, in which she received some responses. She also noted that James Puracchio and Seth Lajoie intend to resign as Trustees. Paula Dacoles suggested that a new Trustee should be someone from one of the local banks. Margaret Morrissey suggested that the new Trustee be someone with a marketing background, possibly Spanish speaking or a younger parent. Joan Menard will post the available position and asked the Trustees to help in finding new Trustees.

Under the category of Old Business, the following topics were discussed:

1. Geo monitoring – Seth Lajoie was not present, so no discussion took place regarding geo monitoring.
2. Long Range Plan –

Dick Whitney (historical) – There is no update at this time.

Jim Puracchio (Homebound Svs)- There is no update at this time.

Peter Joyce (spanish translation)- There is no update at this time.

Joan Menard (Children's Room) – There is no update at this time.

Gary Bridgman/Paula Dacoles (physical plant) – Paula Dacoles questioned whether someone could be brought to the Library to evaluate what needs to be done to the building. Gary Bridgman would like a priority list to go to the Town Manager with. Gary would like to hire a building engineer to evaluate the building and determine what maintenance is necessary. Margaret Morrissey suggested that Tom Daly from the DPW evaluate what is needed.

Also under the category of Old Business, the Southbridge Master Plan was discussed. A committee has had meetings with people from the town. Consulting groups have talked to people in town and are finding that the people from the town are looking for different things other than what the groups have suggested. Margaret Morrissey was happy to see that the Library was on the list of “A Wealth of Cultural Resources” on the draft Southbridge Master Plan. Regarding the 100 year anniversary of the library, Clark University does not have any interns to help with the planning of the event, so the Trustees may need to recruit volunteers. Joan Menard will have the 100 year anniversary announced at the next Town Council meeting which is in January.

There was no policy review or for this meeting. Margaret Morrissey distributed her Library Director’s Report, including the upcoming programs and meetings she has attended.

At this time, Gary Bridgman motioned for the formation of a 100th anniversary committee. Paula Dacoles seconded. So voted. Joan Menard suggested January 5, 2013 at 10:00 AM for the first 100 anniversary committee meeting.

It was noted that Dr. Easterly donated approximately \$2600 of stock to the Library.

Dick Whitney motioned to adjourn the meeting at 1:08 pm, Gary Bridgman seconded. So voted. The next meeting will be held on January 15, 2013 at 12pm.

Note: The January 15, 2013 meeting was rescheduled to January 22, 2013